



May 25, 2021

MINUTES OF THE COAST GUARD MUTUAL ASSISTANCE QUARTERLY MEETING CONVENED
MAY 20, 2021, AT COAST GUARD HEADQUARTERS, WASHINGTON, DC

Board of Control

ADM Karl. L. Schultz
Chairman

RADM Joanna M. Nunan
President

CWO John C. Baker (Ret.)
Retired Military Member
Vice President

AUX Michael Philipps
Auxiliary
Treasurer

RADM (Ret) Cari B. Thomas
Secretary

MCPOCG Jason M.
Vanderhaden
Master Chief Petty Officer of
the Coast Guard

CMC Charles R. Bushey
MCPOCG Alternate

CDR Morgan T. Holden
Commissioned Officer

LCDR Daniel J. McQuate
Commissioned Officer

LT Ariana L. Mohnke
Commissioned Officer

CWO Anthony F. Giaccone
Chief Warrant Officer

MCPO Eric Silvoy
E-7 or Above

PO1 Benjamin Lind
Enlisted Member

CPO Jerry Engelman
E7 or Above Alternate

PO1 Elizabeth Little
Enlisted Alternate

Mr. Steven Apicella
Civilian

LT Alexander T. Austin
Reserve Member

Mrs. Erin Wirth
Commissioned Officer
Spouse

Mr. Michael Little
Enlisted Person Spouse

CPO Megan Long
Medical/TRICARE Specialist

Mrs. Lisa J. Johnson
Work-Life Specialist

MEMBERS PRESENT: 17 (All electronically)

Officers of the Corporation:

RADM Joanna Nunan, President
CWO (Ret.) John Baker, Vice President
RADM (Ret) Cari Thomas, Secretary
AUX Michael Philipps, Treasurer

Members of the Board of Control:

MCPOCG Jason Vanderhaden
Ms. Lisa Johnson
PO1 Benjamin Lind
CPO Elizabeth Little
CWO3 Anthony Giaccone

CMC Charles Bushey
Mr. Michael Little
HON Erin Wirth
LCDR Daniel McQuate
CPO Jerry Engelman

CDR Morgan Holden
MCPO Eric Silvoy
CPO Megan Long
Mr. Steven Apicella

Additional Attendees: Mr. Sean Fennell, Mrs. Martin and Mrs. Alena Howard.

Call to Order: The Board President called the meeting to order at 1330 and Mr. Fennell called the roll. A quorum was established.

Previous Minutes: The minutes of the 17 February 2021 Quarterly Board of Control (BOC) meeting were approved by electronic vote on 18 February 2021. The minutes from the Annual Meeting on 19 April approved by electronic vote on 26 April 2021.

Point of Order: Mr. Fennell provided the results of the Board of Control election. Mr. Fennell called for any objection to the results. There being no objections the results were deemed certified as correct and approved. Enclosure (1) is the approved results.

Treasurer's Report: Mr. Philipps reviewed the 2020 Financials. He noted that a positive market and sound long-term investments have gone a long way to offsetting unexpected expenditures. He reviewed the high points of the budget to date.

Committee Reports:

Executive Committee: The Board President:

- expressed her appreciation to the CGMA HQ staff for their excellent work on preparing for the Annual Meeting. The Commandant was in attendance and spoke profusely on the importance of CGMA to the Coast Guard workforce.
- took note that the Executive Committee had been notified by CGMA HQ staff of administrative action taken to update the Quick Loan process. These changes were made in response to requests over the years by both senior enlisted leadership as well as from the field. The changes were an increase in the limit (to \$1500) and a removal of command endorsement.
- expressed her appreciation to the Board members for their participation in the election of the new members. The extent of this year's slates required careful review, and she noted that the results will have a lasting impact on CGMA operations.
- expressed her gratitude to Petty Officer Lind who assumed the leadership of the Management Committee, even while chairing the Finance Committee.
- congratulated LT Mohnke on the newest arrival in her family, baby Audriana Rosina.



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- remarked on the departure of seven current Board members. The departing members are:

HON Erin Wirth Mrs. Lisa Johnson Mr. Steven Apicella LT Ariana Mohnke
LT Alexander Austin Mr. Michael Little CPO Elizabeth Little

She expressed her gratitude for their work and noted that they served during two of the most tumultuous years in CGMA history. Their actions had a lasting and critical impact on the Coast Guard workforce during very challenging times. She wished them well.

- informed the board that she will be contacting the newly elected Board members as soon as possible. Once she has done so, Board members are encouraged to reach out to welcome the new members.

Management Committee: PO1 Lind reported that Management Committee had reviewed and endorsed two new policy proposals.

- A motion was made by PO Lind to revise Appendix F (Disaster Response Policy) to match current practices and standards. The motion was seconded by CPO Engelman. Discussion was conducted noting some concern for the provision about second homes. No amendment was requested. The vote was called. The motion was unanimously approved as originally made.
- A motion was made by PO Lind to add Elder Care loans to the CGMA Operations Manual as a specific approved use for CGMA loans. The motion was seconded by CMC Bushey. The floor was opened for discussion but there was none. The vote was called. The motion was unanimously approved as made.
- Discussion about the chaotic housing market was led by RADM Nunan; she did not offer a motion, but instead suggested that CGMA could provide assistance as servicemembers affected during PCS moves. RADM Thomas noted that the staff would remain vigilant, work in concert with the CG, and had already provided some approvals for cases.
- PO Lind further reported that the Management Committee was now considering other new proposals and hoped to have them ready for Board action prior to the August Quarterly Meeting.

Mutual Assistance Committee: LCDR McQuate reported on:

- 3 March case; The request was from an AD E6 for a loan of \$22,000 for medical expenses not covered by TRICARE. The committee recommended approval. The loan was approved by the Board via electronic vote on 5 March 2021.
- 11 March case: The request was from an AD E5 for a loan of \$7,500 for legal fees in a domestic abuse situation. The committee approved the loan under its own authority to approve loans up to \$12,000.
- 29 April case; The request was from an AD E5 for a loan of \$13,088.36 for debt management. The committee recommended approval. The loan was approved by the Board via electronic vote on 30 April.

Audit Committee: Mrs. Martin reported the audit was concluded and the results were posted on the CGMA website. Additionally, the tax forms had been properly submitted as required.

Education Committee: CDR Holden reported that the committee would be meeting in late June to consider several ideas for improving CGMA's Education Programs. Among consideration is support for various testing and certification programs.



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Strategic Planning Committee: MCPO Silvoy reported that the committee recently reviewed the strategic scorecard. The committee was planning to continue its review with an examination of the infrastructure of IT, cyber and physical security within CGMA operations with a status report to the Board by August. The CEO reported that CGMA HQ already has some of this in place and that the staff will be able to work with the committee on this issue with a plan to have a written policy in place for Board approval by November.

Finance Committee: PO Lind reported that the committee has started working on looking at other portfolio managers. He noted that they do not necessarily want to discharge the current managers, but rather want to ensure that they are engaged in proper due diligence.

Development Report: Mrs. Howard reported on the Campaign and the Golf tournament. She provided a presentation showing some of the efforts undertaken around the Coast Guard in support of the Campaign. She noted that the results of the campaign will take time to properly compile.

Operations Report: Mr. Fennell provided a brief overview of operations since the last board meeting. He reported that he was invited to the SELAC to meet with the senior enlisted leadership in the Coast Guard. He highlighted their responsiveness to CGMA in its operations supporting those CG families impacted by flooding in Lake Charles in the week just past.

CGMAHQ Update: RADM Thomas:

- reported briefly on the 'Year in Review' and 'Why I Give' videos
- offered to provide CGMA coins to Board members for further BZ distribution
- provided an update on the status of the gift from USAA. CGMA HQ and USAA had worked out an enhanced agreement which allows the perpetual gift to be used for all CGMA programs for any client.
- reported on the status of ongoing Eliminating Bias and Diversity review. RADM Nunan noted the importance of this project and was grateful to see the early results. CDR Holden spoke briefly on the results and then noted how important the Breast Milk Shipment program was to the CG. CDR Holden noted that retention of female personnel is up within the Coast Guard, partly due to this effort. RADM Thomas reported that the follow-up survey will be going out in the near future.
- reported on the success of the Cadet Capstone project. The project will assist CGMA HQ in developing future budgets with regard to disaster response and further enhance the Balanced Scorecard.
- provided an explanation on a Programing review calendar that has been implemented by CGHQ staff. The calendar will assist in developing new programs, as well as in developing the budgets in a timely fashion to support these efforts.

Old Business: By-Laws Refresh: Mr. Fennell reported that the effort to bring the By-Laws up to date will resume and that CGMA HQ still needs volunteers for an Ad Hoc Committee to review the results prior to presentation to the full Board for approval. (Addendum: CGMA HQ staff has received support from sufficient Board members to staff this committee.) He further noted, in response to concerns expressed by Board members, that immediately following this effort would be an update to the Operations Manual.



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New Business: Mr. Fennell reported that the indoctrination session for the new Board members is scheduled for Wednesday, 18 August 2021. The training will take place in the morning. Other Board members are invited to join them and the CGMA HQ staff for lunch that day. The Quarterly Board meeting will be held in the afternoon on that same day. RADM Thomas extended an invitation to the Board members who were new in 2020 to attend the indoctrination session that morning as well.

MCPOCG Remarks: MCPOCG Vanderhaden expressed his appreciation for the work that has been done to remove the stigma that had previously been associated with applying for CGMA assistance. In his travels he now hears that people are very comfortable seeking this type of help. He further noted that by relieving the stress and anxiety of asking for this help, it paves the way for CG personnel feeling comfortable asking for other types of help that they may need. He stated that CGMA has significantly shifted the paradigm of asking for help within the Coast Guard. He also noted that clarity in procedures and policy is essential to the transparency of the organization. As CGMA moves forward it must work to maintain this transparency. MCPOCG expressed his gratitude to the Board members for their timely responses to electronic votes when there are high value cases sent to it for action. CGMA's responsiveness is important to allaying the stress a member who comes in for help may already be feeling.

Good of the Order: RADM Thomas reported

- that she was asked to present to the Senior Spouses a few weeks ago during a meeting at CG Headquarters. They were very responsive and grateful to CGMA.
- thanked Mr. Little for his suggestion that the Board make mentors available to incoming members
- reported that CGMA HQ would be moving operations from full remote back into the offices in Ballston.
- noted that the HQ staff were 100% vaccinated.

Next Regular Meeting: Next meeting scheduled for Wednesday, 18 August 2021 at 1330. The deadline for proposals for electronic voting is 1 July 2021.

Adjournment: There being no objections raised, RADM Nunan adjourned the meeting at 1447.

Submitted:

Sean P. Fennell
Chief Operating Officer

Cari B. Thomas
Secretary



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**Coast Guard Mutual Assistance
Board of Control 2021 Election
Final Approved Results**

<i>Position.....Elected</i>	<i>(Current Unit)</i>
Commissioned OfficerLCDR John-Andrew Minniti	(DCMS)
Active Duty Enlisted.....PO1 Lindsey Cole	(ISCS PRO Baltimore)
Active Duty Enlisted (Alt)PO1 Andrew Stoddard	(Sector North Carolina)
ReservistLT Patrick Pannella	(Legal Service Command)
Civilian Employee.....Mr. Christopher Mack	(CG Base NCR)
Work Life Specialist.....Mr. Kenneth Weber	(Base Miami Beach)
Officer SpouseMrs. Kristen Vlaun	
Enlisted Spouse.....Mrs. Amanda Morales	

ENCLOSURE (1)